(10)

PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	22/07/22	Prepared by	Vanajakshi	Serial no.	6385
Supplier name	SSLLP			HO inward no.	
Firm/Company	SCLLP	Project	SOV-III	HO received date	
PO/WO date	23/2/22	PO/WO No.	85837	Scan ID.	98952

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	22421	4/03/22	21,996.43	☑ Yes □ No
2.	22420	4/3/22	7,372.06	□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	29,368.49

Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report

MRN nos.:	104388, 104395	Proof of delivery matches MRN	☑ Yes □ No

Amount B –Other Credits : Transportation charges	–
Amount C –Other Debits :	–
Amount D (D=A+B-C) – Amount to be credited to the supplier:	29,368.49
Amount E – PO / WO value:	34,368/-
Amount F – Difference (A – E):	4,999.5/-

Quantity received as per PO /WO	□ Yes □ Excess received □ Short received □ Part received
Close PO / WO	□ Yes □ No – wait for balance material □ Other
Payment – due date	01/08/22
Remarks:	Final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajakshi	[illegible]			
Sign:	[signature]	[signature]			
Date	22/07/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
24 JUN 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE

Notes: 1. In case amount to be credited to supplier and the bills total does not match, accountants to prepare JV for debit or credit. 2. This set should only have 5 documents i.e., advice to credit to supplier, original bill, proof of delivery, original purchase order with barcode, original requisition. 3. Do not attach additional documents like weighment slips, RMC batch reports, duplicate documents, Eway bills, test reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount B. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

Form for closure of purchase order

Data required from site/engineers:							
PO no.:	85837	PO date:	23/2/22	Req. no.:	183953	Advice Scan ID	
MRN nos. related to PO	104388, 104295						
☑	Part material received.						
☐	Full material received.						
☐	Material not received.						
☐	Close PO – Balance material will be re-ordered by new requisition.						
☐	Cancel PO. Material not required.						
☐	Cancel PO. Material will be re-ordered by new requisition.						
☐	Keep PO open. Material required.						
☑	Keep PO open. Work under progress.						
Remarks by engineer:							

Notes: 1. Provide details of material received by way of separate attachment. 2. Provide hardcopy of DCs/proof of delivery + PO. 3. Provide copies of invoices if available. 4. This entire set to be sent by way of hard copy to Ashaiya.

Prepared by	Sign	Date	Project manager	Sign	Date
K. Tulasi Rani	Tr	5/4/22			

Data required from accounts:			
☐	Checked with E&D for receipt of bills.		
☐	Bills not received against this PO.		
☐	Part bill received against this PO.	Bill nos.	
☐	All bills received against this PO.		
☐	Advance paid against this PO.	Amount paid	
Remarks by Accountants:			

Notes: 1. Pos issued for false ceiling and such works may have been processed by E&D. Check before filling the above.

Prepared by	Sign	Date	Accounts manager (approval required for PO more than 10k)	Sign	Date

Advice by MD - action to be taken by purchase:			
☑	Get certified bill from supplier (not original).		
☐	Prepare bill in SSLLP for material supplied.		
☑	Get proof of delivery from site.		
☐	Barcoded PO missing – get certified copy from Accounts.		
☑	Thereafter, prepare advice to credit to supplier and send to HO for processing.		
☑	Close PO	☐	Keep PO open. Material awaited
☐	Send barcoded PO to MDs desk. PO to be closed thereafter.		
☐	Accounts to be reconciled with supplier. Suppliers ledger required from 1.4.2021.		
☐	Accounts to be reconciled with supplier. Suppliers ledger required from 1.4.2020.		
☐	RMC supplier – suppliers ledger required from 1.4.2020. Process bill after thoroughly checking both the ledgers and all pour reports. Pour reports from day one to be thoroughly checked with Pos/Bills. Thereafter, prepare advice to credit to supplier and send to HO for processing. Close all open POs.		
☐	E&D to check receipt of bill and enter comments below.		
☐	Details of material supplied and balance material to be supplied is required.		
Remarks:			

Prepared by	Sign	Date

APPROVED BY
13 APR 2022
SOHAM MODI
MANAGING DIRECTOR

Form for closure of purchase order dt 21-3-22 ver4

TAX INVOICE

ORIGINAL INVOICE

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	22421
Serene Consructions LLP	Invoice Date.	04-03-2022
SOV PART III, Sy No. No. 11,12,14,15,16,17,18,294, Cherlapally, Hyderabad,	PO No.	85837
	PO Date.	23-02-2022
	Req ID	74064
GSTIN : 36ACVFS7909P1ZV PAN ACVFS7909P	Req Date	22-02-2022
	Loc Req No	183953

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	9075 - Tiles - Bathroom walltiles luna DK - 10 IN X		14	211.83	2,965.62	18	533.80
2	9076 - Tiles - Bathroon wall tiles Luna LT - 10 IN X		16	211.83	3,389.28	18	610.08
3	9077 - Tiles - Bathroom wall tiles luna HL - 10 IN X		6	211.83	1,270.98	18	228.78
4	9069 - Tiles - Bathroom Wall tiles -ultra sprinkle LT -		16	211.83	3,389.28	18	610.08
5	9073 - Tiles - Bathroom wall tiles malashiyan brown		14	211.83	2,965.62	18	533.80
6	9072 - Tiles - Bathroom wall tiles malashiyan brown		16	211.83	3,389.28	18	610.08
7	9074 - Tiles - Bathroom malashiyan brown HL - 10		6	211.83	1,270.98	18	228.78
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	18,641.04	3,355.40
	1,677.70	1,677.70	Total Invoice Amount	21,996.43	

Rupees : Twenty One Thousand Nine Hundred Ninty Six and Paise Fourty Three Only.

SUMMIT SALES LLP INWARD No: 93382 Date: 1/3/4 Sign: R.R. DIST.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory

TAX INVOICE

ORIGINAL INVOICE

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Serene Consructions LLP	Invoice No.	22420
SOV PART III, Sy No. No. 11,12,14,15,16,17,18,294, Cherlapally, Hyderabad,	Invoice Date.	04-03-2022
	PO No.	85837
	PO Date.	23-02-2022
	Req ID	74064
GSTIN : 36ACVFS7909P1ZV PAN ACVFS7909P	Req Date	22-02-2022
	Loc Req No	183953

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	9091 - Tiles - Bathroom floor Maharaja Beige - 12 in		5	386.75	1,933.75	18	348.08
2	9092 - Tiles - Bathroom floor - Maharaja Off white -		5	386.75	1,933.75	18	348.08
3	9090 - Tiles - Bathroom floor jaipur panna - 12 in X		5	476.00	2,380.00	18	428.40
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	6,247.50	1,124.56
	562.28	562.28	Total Invoice Amount	7,372.06	

Rupees : Seven Thousand Three Hundred Seventy Two and Paise Six Only.

SUMMIT SALES LLP R.R. DIST. INWARD No: 92382 Date: 15/4 Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 23-02-2022 16:00:54

85837

14.02.22 2:36:59

v.Copy

From Company : **Serene Constructions LLP**
5-4-187/374,ii Floor,M.G.Road,Secunderabad-500 003.
G S T No. : 36ACVFS7909P1ZV

Supplier Details			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	85837	183953
	Doc Date	23-02-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	23-02-2022	
040-66335551 9618244433	**SupplyType**	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	9075 - Tiles - Bathroom walltiles luna DK - 10 IN X 15 IN X 8 Pieces - Boxes	14.00	211.83	0.00	18.00	3,499.43
2	9076 - Tiles - Bathroon wall tiles Luna LT - 10 IN X 15 IN X 8 Pieces - Boxes	16.00	211.83	0.00	18.00	3,999.35
3	9077 - Tiles - Bathroom wall tiles luna HL - 10 IN X 15 IN x 8 Pieces - Boxes	6.00	211.83	0.00	18.00	1,499.76
4	9091 - Tiles - Bathroom floor Maharaja Beige - 12 in X 12 in X 12 in - Boxes	5.00	386.75	0.00	18.00	2,281.83
5	9070 - Tiles - Bathroon wall tiles - Ultra sprinkle DK - 10 IN X 15 IN X 8 pieces - Boxes Pend	14.00	211.83	0.00	18.00	3,499.43
6	9069 - Tiles - Bathroom Wall tiles -ultra sprinkle LT - 10 in X 15 in X 8 pieces - Boxes	16.00	211.83	0.00	18.00	3,999.35
7	9071 - Tiles - Bathroom wall tiles ultra sprinkle HL - 10 IN x 15 IN x 8 Pieces - Boxes	6.00	211.83	0.00	18.00	1,499.76
8	9092 - Tiles - Bathroom floor - Maharaja Off white - 12 in X 12 in X 12 in - Boxes	5.00	386.75	0.00	18.00	2,281.83
9	9073 - Tiles - Bathroom wall tiles malashiyan brown DK - 10 IN X 15 IN x 8 Pieces - Boxes	14.00	211.83	0.00	18.00	3,499.43
10	9072 - Tiles - Bathroom wall tiles malashiyan brown LT - 10 INx 15 IN x 8 PIECES - Boxes	16.00	211.83	0.00	18.00	3,999.35
11	9074 - Tiles - Bathroom malashiyan brown HL - 10 IN X 15 IN X 8 Pieces - Boxes	6.00	211.83	0.00	18.00	1,499.76
12	9090 - Tiles - Bathroom floor jaipur panna - 12 in X 12 in X12 pieces - Boxes	5.00	476.00	0.00	18.00	2,808.40
					Total Order Value . . .	**34,367.67**

Rupees : Thirty Four Thousand Three Hundred Sixty Seven and Paise Sixty Seven Only.

PART DELIVERY DETAILS

S.no.	Bill no.	Bill Dt.	Amount
1.	22420	6/8/22	7,372-00
2.	22421	4/9/22	21,996-00
3.			
4.			
5.			

Terms and Conditions :-

Specification / Brand	All items shall be Nitco brand Rate per Sft is Rs. 40.00/-, 31.00/-46/-, 10"X15"-8/07 Sft, 12"x12"-11.62 Sft
Payment Terms	After delivery and production of bill
Tax	Included in the above prices
Delivery Date	With in a day

For ***Serene Constructions LLP***

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name :

Date : __/__/____

Purchase Order

 23-02-2022 16:00:54 Original / Office Copy / Purchase Div.Copy

Delivery Location	Silver Oak Villas Part III Sy .No.11,12,14,15,16,17,18 , 294 Phone. 0
Penality For Delay	Nil
Transportation Cost	Nil
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications, damage is in suppliers account, above order is for villa no 119, purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	'Original invoice + copy of proof of delivery is required to process invoice for payment. DO NOT send original invoice to site. Original invoices must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by email.'

For ***Serene Constructions LLP***

Authorised Signatory

Name : ______________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________

Date : __/__/____

Requisition Form - Bathroom Tiles - Deluxe

Company	SCLLP	Site & Phase	SOV-III
Req. no	183953	Req. Date	22-02-2022
Material required before	25-02-2022	ID no.	74064
Prepared by	G.chandra kanth	Approved by (sign):	
Flat / Block no:	V.no .119		

APPROVED 22 FEB 2022

P. PRABHAKAR
Sr. MANAGER-PURCHASE
APPROVED 22 FEB 2022

Tiles required for: 2 Bath Rooms

8837

S No.	Name of tile	Brand / Company	Size	Units	A Qty required for one bathroom in sft	B No of sft of tiles per box	C=A/B Avg Qty required for one bathroom in boxes	D No. of bathrooms for which tiles are required	E=C×D Qty required in boxes	F Qty Available at site in boxes	G=E-F Balance Qty to be ordered in boxes	Inward No	Date
1	Nitco Luna DK	Nitco	15" X 10"	sft	140.0	10.0	14.0	1.0	14.0	-	14.0		
2	Nitco Luna LT	Nitco	15" X 10"	sft	180.0	10.0	16.0	1.0	16.0	-	16.0		
3	Nitco Luna HL	Nitco	15" X 10"	sft	60.0	10.0	6.0	1.0	6.0	-	6.0		
4	Maharaje Beige	Johnson	12" x 12"	sft	50.0	15.0	5.0	1.0	5.0	-	5.0		
	Total								41.0	-	41.0		

Tiles required for: 2 Bath Rooms

S No.	Name of tile	Brand / Company	Size	Units	Qty required for one bathroom in sft	No of sft of tiles per box	Avg Qty required for one bathroom in boxes	No. of bathrooms for which tiles are required	Qty required in boxes	Qty Available at site in boxes	Balance Qty to be ordered in boxes	Inward No	Date
1	Nitco ultra sprinkle Dk	Nitco	15" X 10"	sft	140.0	10.0	14.0	1.0	14.0	-	14.0		
2	Nitco ultra sprinkle LT	Nitco	15" X 10"	sft	180.0	10.0	16.0	1.0	16.0	-	16.0		
3	Nitco ultra sprinkle HL	Nitco	15" X 10"	sft	60.0	10.0	6.0	1.0	6.0	-	6.0		
3	Maharaja OFF White	Johnson	12" x 12"	sft	50.0	15.0	5.0	1.0	5.0	-	5.0		
	Total								41.0	-	41.0		

Tiles required for: 1 Bath Rooms

S No.	Name of tile	Brand / Company	Size	Units	Qty required for one bathroom in sft	No of sft of tiles per box	Avg Qty required for one bathroom in boxes	No. of bathrooms for which tiles are required	Qty required in boxes	Qty Available at site in boxes	Balance Qty to be ordered in boxes	Inward No	Date
1	Nitco Malayasian Brown DK	Nitco	15" X 10"	sft	120.0	10.0	14.0	1.0	14.0	-	14.0		
2	Nitco Malayasian Brown LT	Nitco	15" X 10"	sft	140.0	10.0	16.0	1.0	16.0	-	16.0		
3	Nitco Malayasian Brown HL	Nitco	15" X 10"	sft	50.0	10.0	6.0	1.0	6.0	-	6.0		
3	Jaipur Panamma	Johnson	12" x 12"	sft	45.0	15.0	5.0	1.0	5.0	-	5.0		
	Total								41.0	-	41.0		

DELIVERY CHALLAN

SUMMIT SALES LLP

5-4-187/3 & 4 II Floor, M.G. Road, secunderabad - 500 003.
Tel : 040 - 6633 5551

M/s Serene Construction LLP	DC No. 4342
	Date 01/03/2022
Site: SOV part III	Vehicle No. AP29X4931
	P.O. / W.O. No. : 85837
	P.O. / W.O. Date : 23-02-2022

Sl. No.	PARTICULARS	Quantity
1	LUNA DK	14 Boxes
2	LUNA LT	16 "
3	LUNA HL	6 "
4	Ultra Sprinkle LT	16 "
5	Malashiyan Brown DK	14 "
6	Malashiyan Brown LT	16 "
7	Malashiyan Brown HL	6 "
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		88 Boxes

Inward No: 1770 Dt: 1/3/22
GRN No: 104388 Dt: 3/3/22
Received By: Sign:
SILVER OAK VILLAS PART-III

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 81424 Date: 2/3/22 Sign:

GSTIN :

Received the above materials in good condition.

Received by Bikshapathi

Stamp: M. Bikshapathi

Date : 01/03/2022.

For SUMMIT SALES LLP

01/03/2022

Authorised Signatory

DELIVERY CHALLAN

SUMMIT SALES LLP

5-4-187/3 & 4 II Floor, M.G. Road, secunderabad - 500 003.
Tel : 040 - 6633 5551

M/s Serene Construction LLP

Site: SOV part III

DC No.	: 4361
Date	: 01/03/2022
Vehicle No.	: AP29X8931
P.O. / W.O. No.	: 85837
P.O. / W.O. Date	: 23/02/2022

Sl. No.	PARTICULARS	Quantity
1	Maharaja Beige 12" x 12"	5 Box's
2	Maharaja off white 12" x 12"	5 "
3	jaipur pamna	5 "
4		
5		
6		
7		
8		
9		
10	Issue @	
11		
12		
13		
14		
15	1778 1/3/22	
16	MRN No 104395 Dt 3/3/22	
17	Received By: Sign	
18	SILVER OAK VILLAS PART-III	
19		
20		15 Boxs

SUMMIT SALES LLP IN WARD No: 81425 Date: 2/3 Sign: R.R. DIST

GSTIN :

Received the above materials in good condition.

Received by : Bilshapthi

Date : 1/03/2022.

Stamp: M.Bidh, puthi

For SUMMIT SALES LLP

1/03/2022

Authorised Signatory